

**Highland School District #203**  
**MWC Library**  
**Tuesday, April 16, 2024**  
**Regular Board Meeting-7:00 p.m.**

The **April 16, 2024, Regular Board Meeting** was called to order by Vice Chair David Barnes at 7:00 pm.

Others present included Superintendent Mark Anderson, Director of Student Success Mindy Schultz, Board members Carlos López, and Cindy Reed, HSD Principals Andrea Wickenhagen (MWC), and Jeremy Gillespie (HHS), HSD teachers Colleen Christensen and Bree Hoffee (MWC) and Recording Secretary Julie Notman. Director of Business & Operations Francis Badu, and board members Lupita Flores and Nikki Keller were excused.

The **flag salute** was led by Carlos.

**2. APPROVAL OF MINUTES**

No one had any questions nor corrections. Carlos moved, and Cindy 2<sup>nd</sup>, to approve the **March 11, 2024, Special Board Meeting** and the **March 19, 2024, PM Regular Board Meeting Minutes**, as presented; motion carried.

**3. COMMUNICATIONS**

**a. Public Comment:** There was none.

**b. Administrator Reports:** The Board had read the reports and did not have any questions or comments.

**c. MWC Presentation:** MWC Principal explained there is a display cupboard near the front entrance that was being underutilized. A number of years ago 1<sup>st</sup> Grade Teacher Colleen Christensen asked if she could maintain it. Since then, she has chosen a theme each year and changed the display each month with pictures, books and artifacts related to that theme. Colleen shared theme ideas from previous years and that this year's is *The Wonders of the World*. Each month a different world location has been highlighted with displays of artifacts shared by staff that have visited those locations, plus a map, books and other informational items. Each month the students are encouraged to 'see' the world beyond our home in Highland, yet the final month's display will showcase Highland with, similar to the other month's a location map, fiction and non-fiction books, and artifacts that represent our local cultures. Colleen is already planning for next year, Super Heroes with fiction and non-fiction examples. Colleen also maintains the salmon fish tank.

**4. CONSENT AGENDA**

3<sup>rd</sup> Reading of Revised Policies. There were no questions nor concerns regarding any of the policies. Carlos moved with 2<sup>nd</sup> by Cindy to adopt the consent agenda as presented; motion carried.

Revised Policies: *1400 Meeting Conduct, Order of Business, and Quorum*  
*1611 Conflicts of Interest-District with Fewer than 2000 Students*  
*5005 Employment & Volunteers: Disclosures, Certification Requirements, Assurance and Approval*  
*5271 Reporting Improper Governmental Action (Whistleblower Protection)*  
*5280 Separation from Employment*  
*6550 Capitalization Threshold for Leases and Subscription-Based Information Technology Arrangements (SBITAs)*

## **5. UNFINISHED BUSINESS**

### **a. 2<sup>nd</sup> Reading Revised Policies**

Revised Policies: *3122 Excused & Unexcused Absences*  
*3255 School-Based Threat Assessment*  
*3231 Student Records*  
*5050 Contracts*  
*6630 Driver Trainer and Responsibility*

There were no questions nor concerns offered for any of the policies. They will move to the third and final reading at the next board meeting.

## **6. NEW BUSINESS**

**a. 2024-2025 Highly Capable:** Andrea: The grant process has changed and the district needs Board approval to move forward with the Hi-Cap assessments. We are in year two of our implementation plan, this year 2<sup>nd</sup> and 5<sup>th</sup> graders will be assessed with the CoGAT (Cognitive Ability Assessment). This assessment has three components: Verbal, Quantitative, and Nonverbal. We will create a Multidisciplinary Selection Committee (MSC) to analyze collectively the CoGAT, STAR, SBA, WaKIDS, Acadience and classroom-based assessments to discover which students qualify for Hi Cap. Cindy moved, Carlos 2<sup>nd</sup> to approve the 2024-2025 Highly Capable program/process; motion carried.

**b. Overnight/Out-of-State Travel Requests-Upward Bound:** Mark: These requests mirror the two that Upward Bound provided last year to HHS students. Upward Bound pays all expenses. Cindy moved, Carlos 2<sup>nd</sup> to approve the In-state, Overnight Travel Request for Upward Bound to Camp BioMED: Global Health Camp, and the Out-of-State/Overnight Travel Request for Upward Bound to Upward Bound Summer Academy @ Hatfield Science Center; motion carried.

**c. Budget Status /Enrollment and Operations Report:** Mark: Francis is out of state but since we have been extensively reviewing the budget these past several weeks, there isn't a report for tonight, he will have an updated report at the next meeting. **Enrollment:** Enrollment and withdrawal numbers are equal this month. We might be up five year-to-date but overall, the numbers are going down year to year. The numbers of decreasing enrollment have been shared repeatedly.

**b. Personnel Report:** Mark: This month's report shows the six teachers that are non-renewed: Clemente, Greathouse, Leaverton, Marin, Price, and Shelton, one RIF: Kinney, and one retirement: Larry Nevers. We posted to replace that tech position and Carlos Alvarez will return for which we are very pleased. One Paternity Leave: Tejeda. Reassignments: Marisol Horta from HMS Science to HS Science and Caitlyn Nation from TES 5<sup>th</sup> Grade teacher to HMS Math & ELA Intervention/Success Teacher. We are posting for a Health Room Aide/Para for the 2024-2025 school year to support district health needs, and for a substitute nurse. Extracurricular: Unfortunately, the numbers are too low in MS Track & Field and we had to release second coach, Millard Smith, from his contract. Carlos moved, Cindy 2<sup>nd</sup> to approve the April 16, 2024 Personnel Report as presented; motion carried.

**c. Legislative Report:** Cindy: No news.

**e. Payment of Bills-General, ASB, Capital Projects, Transportation, and Payroll:** The Board had reviewed the warrants, there were no questions. Carlos moved to pay the General Fund, ASB, Capital Projects, and Payroll as presented, Cindy 2<sup>nd</sup>; motion passed.

- **General Fund bills** for \$298,150.68 with warrants 78179 through 78255.
- **ASB Fund bills** for \$16,015.34 with warrants 7064 through 7077.
- **Capital Project bills** for \$76,026.00 with warrants 740 through 742.

- **Payroll Fund bills** for \$229,706.53 with warrants 78256 through 78271 and \$1,010,396.83 by direct deposit.

#### **6. CALENDAR OF EVENTS:**

The WSSDA Regional Meeting is this Thursday, April 18 at 6:00 pm in the HMS Commons at which we will give a short presentation. May 6 is the AM/Work Study, the PM meeting is May 21. Intersession days, May 20-23, precede Memorial Day, May 27.

#### **7. ADJOURNMENT**

There being no further business, Vice Chair David Barnes adjourned the meeting at 7:34 pm.

---

Chair

---

Secretary